

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Monthly Report for December 1983

FROM:

Chief, Administrative Management
Division, OC

EXTENSION

NO.

OCAM M84-

009

DATE

13 JAN 1984

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

D/CO

13 JAN 1984

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3.

OC-EXA

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CONFIDENTIAL

OCAM M84-009

MEMORANDUM FOR: Director of Communications

25X1 FROM:

[redacted]
Chief, Administrative Management Division, OC

25X1 SUBJECT:

Monthly Report for December 1983 [redacted]

1. Awards -25X1 a. [redacted] was the recipient of a Certificate
of Merit at the D/CO staff meeting on 5 December 1983.25X1 [redacted] outstanding performance included multiple,
diverse duties at three duty stations in a four-month time
span during periods of underlap and transition to new equip-
25X1 ment systems. [redacted]25X1 b. On 7 December 1983, [redacted] was honored
with a Certificate of Special Achievement for his many contri-
butions to projects of national importance while assigned to
25X1 [redacted] DDS&T. The award, which was
25X1 recommended and presented by [redacted] carried a stipend of
25X1 \$2,000. [redacted]2. Of the eight prospective Summer Fellows interviewed by
appropriate OC Divisions, two have been chosen as candidates for
the Office during the 1984 Summer Fellowship Program
25X1 (June-August 1984). [redacted]3. The Overseas Orientation Program (OOP) was conducted
25X1 5-9 December 1983 at the Communications Training Branch [redacted] A
total of 48 personnel attended the program: 21 spouses, 24 Panel D,
25X1 2 Panel E and 1 Panel N. [redacted]4. Recruitment efforts at the Non-Commissioned Officers
Association Job Fair in San Antonio, Texas on 16 December 1983
proved extremely productive. Approximately 200 excellent
telecommunications specialist and electronics technician can-
25X1 didates were given forms for submission. Additional interest was
shown in the areas of utility equipment specialists and COMSEC. [redacted]25X1 WARNING NOTICE -
INTELLIGENCE SOURCES
OR METHODS INVOLVED

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25X1 SUBJECT: Monthly Report for December 1983

25X1 compensation for all overtime hours in excess of forty hours per
work week.

25X1

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